

**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE
EXECUTIVE COMMITTEE**

**August 30, 2005
8:30 AM
801 University Union**

Present: Ron Addis, Lynn Boiter, Dave Crockett, Gary Gaulin, Phil Landreth, Cindy Long, Michelle Piekutowski, Dan Schmiedt, Chris Sober

Absent: Richard Cowan, Julia McBride, Jenny Peay, Gary Pye

Vice President Lynn Boiter called the meeting to order.

1. **Approval of Minutes:** Chris Sober motioned to approved the minutes of the July 26, 2005 Executive Committee meeting as submitted. Dan Schmiedt seconded the motion.
2. **Announcements from the President**
 - A. **Academic Council**, Richard Cowan. No report
 - B. **Administrative Council**, Lawrence Nichols. No report.
 - C. **Board of Trustees**, Richard Cowan. No report.
 - D. **Governmental Affairs**, Lynn Boiter.
 - Update – The retirement benefit will not be recalculated for retirees contributing to the SCRS.
 - E. **President's Cabinet**, Richard Cowan. No report.
 - F. **Other:**
 - 1) Human Resources, Lawrence Nichols. No report.
3. **Treasurer's Report**, Cynthia Long. No update on the Endowment. The Foundation gave CSS \$250 for discretionary expenses. The balance is currently \$203, due to meal reimbursements for Richard Cowan to attend the Board of Trustees Retreat in July. The amount allotted in Travel and Other remained the same as prior years. Lynn Boiter questioned if we would have enough money in Vending to host a reception in September or October for the CSS scholarship recipients. Cindy Long informed the group that the golf towels and senator gifts for 2005-06 were purchased with 2004-05 money, so additional money should be available for a small reception. Ron Addis motioned to accept the report as submitted. Phil Landreth seconded the motion and the vote was unanimous.
4. **Standing Committees**
 - A. **Membership**, Chris Sober. The Committee met in August to discuss ideas to promote the Classified Staff Senate. A bookmark with a southern style recipe and a recipe for a good senator was suggested as a giveaway for the Benefits Fair. Karon Donald will search the CSS office for the posters used for the CSS 20th Anniversary Celebration and Michelle Piekutowski has photos of the past presidents. This information will be available to use as needed for a membership drive.

- B. Communications**, David Crockett. Dave Crockett and Karon Donald are working on scheduling a suitable time for additional web page training. It appears that it may be scheduled between the fall and spring semesters.
- C. Policy and Welfare**, Dan Schmiedt. The survey distributed to classified staff received 449 responses. Review the report emailed to the Executive Committee for specific findings.
- D. Scholarship**, Jenny Peay. No report.
- E. Activities**, Lynn Boiter. 1) Lisa Field will speak during the Open Commentary portion of the October meeting. Lisa is from Prevent Child Abuse of Oconee County. This will kick off the 2005 Christmas Toy Drive. 2) Each committee is being asked to solicit at least one \$25 gift certificate from a local grocery store for the Mystery Dinner Theater.

5. Unfinished Business

- A. Ombudsman**, Lawrence Nichols. No report.
- B. Faculty Manual Change**: Karon Donald will contact Patti Warner for any historical information she can provide.
- C. Perks Card Program**: Dave Crockett provided the CSS office with a copy of an email his business received regarding the PERKS Card program. At this time no one has received any additional complaints about the program other than it is not a benefit to employees in the upstate area.
- D. Faculty Benefits Report / Insurance**: Lawrence Nichols invited a representative of the Classified Staff Senate to attend a 2006 benefits meeting in Columbia. He suggested gathering questions or concerns prior to the meeting date. Policy and Welfare will meet to discuss possible questions and concerns.

6. New Business

- A. TERI Survey**: A joint committee has been formed with representatives from the Classified Staff Senate and the Faculty Senate to address common concerns regarding recent changes in the SCRS. The committee representatives are Connie Lee, Faculty Senate President; Beth Kunkel, Faculty Senate Vice President; Cathy Sturkie, Faculty Senate Administrative Assistant; Richard Cowan, Classified Staff Senate President; Lynn Boiter, Classified Staff Senate Vice President; and Karon Donald, Classified Staff Senate Administrative Assistant. Broadus Jamerson, Executive Director of the South Carolina State Employees Association, met with the group on August 25, 2005. The session was very informative for everyone involved. The group decided to utilize Mr. Jamerson since he was already scheduled as the guest speaker for the CSS October meeting. Faculty will be invited to attend the Senate meeting and a Brown Bag Lunch will be added as a second opportunity for faculty and staff to attend one of the retirement Q&A sessions. A joint statement was emailed to faculty and staff on behalf of the FS and the CSS.
- B. Reschedule October 25, 2005 Executive Committee Meeting**: The meeting will be held on Tuesday, November 1, 2005, 8:30AM, 801 University Union, because of a conflict with the Benefits Fair.
- C. Bylaw Discussion**: Lynn Boiter led a discussion on possible solutions for the upcoming senator vacancy problem in 2006. The Senate currently has five vacancies that have not been filled from the 2005 term. With an additional 46% of the terms ending in 2006, the bylaws could be changed or updated to eliminate this problem in the future. Gary Gaulin

suggested making a change in the form of a motion instead of a bylaw change. This issue needs to be discussed at length at a future meeting.

7. Announcements

- A. Parking Review Committee: Judge Debi Culler has requested eleven staff members for this committee. Eight members would serve on rotating boards and three would serve as alternates. Karon Donald will distribute an email to staff requesting volunteers.
- B. Richard Cowan addressed the President's Commission on the Status of Black Faculty and Staff on August 26, 2005. He asked all attendees to encourage minority participation on the CSS.
- C. Gary Gaulin is going to research campus policies/procedures on litter related issues.

- 8. Adjournment:** There being no further business, Dan Schmiedt motioned to adjourn. Ron Addis seconded the motion, and the meeting adjourned at 11:00 AM.

Next Meeting: Tuesday, September 27, 2005, 8:30 AM, 801 University Union